



DEPARTMENT OF THE NAVY
NAVAL MEDICAL RESEARCH CENTER DETACHMENT

LIMA, PERU
UNIT NUMBER 3800
APO AA 34031 - 3800

IN REPLY REFER TO
NMRCDINST 11103.A
15 Apr 04

NMRCD INSTRUCTION 11103.A

From: Officer-in-Charge
To: Distribution List No 1

Subj: USE OF NMRCD IQUITOS BOQ

1. Purpose. To establish the use of NMRCD-Iquitos BOQ for personnel under temporary duty travel orders and for scientific visitors from collaborating institutions

Policy/Responsibility.


a. The head for the NMRCD-Iquitos Laboratory is responsible for the management of the BOQ, their maintenance and for programming the lodging of the visitors.

b. Visitors using the BOQ are responsible for maintaining the good conditions of the residence and maintain a conduct in accordance with the Navy Regulations.

c. Requests for use of the BOQ, must be submitted to the Admin Officer for approval and programming.

d. Visitors will sign a Guest Register Book that will be placed in the BOQ. The Guest Register Book will contain the name of the visitor, date in and date out, precedence and institution.

3. Action. All personnel shall ensure complete cooperation in the implementation of this instruction.


G. C. UTZ
Acting